

Course Description

This course teaches the fundamental concepts and features of the PeopleSoft Asset Management. Participants gain an understanding of how to perform all essential Asset Transactions. Through real-life examples and hands-on activities, participants review how assets were created through Procurement integration or on-line through Asset Express Add, Asset Basic or multiple assets the Copy Asset feature. The student will also review Parent / Child asset relationships. The student will then learn how to perform Asset Transactions such as Adjustments, Transfers, Recategorizations, returning Assets to Surplus and Retiring Assets. Finally the student will obtain an understanding of the Asset Reporting Requirements.

Course Objectives

By the end of this course, participants will be able to:

- Review Assets created from Integrating via Procurement
- Create Assets through Asset Express Add and Asset Basic
- Parent / Child Assets
- Copy Assets
- Perform Physical and Financial Asset Transactions
- Asset Queries & Reporting